

*Del area*

OLC #78-2407/1

12 July 1978

AT  
MEMORANDUM FOR: See Distribution  
FROM :   
Administrative Officer, DCI  
SUBJECT : Nominations for Appointment of Management  
Advisory Group Members - Executive Career Service  
REFERENCE : Memorandum from Executive Secretary dated 10 July  
1978; Same Subject

1. I have been requested to pull together the lists of nominations from the Executive Career Service to the CIA Management Advisory Group (reference). Therefore, it is requested that you furnish me with the names of those individuals meeting the criteria set forth in the reference who would like to serve on the Management Advisory Group and who would have the time available to make a positive contribution to the group projects. I will need these by 1 August.

2. Since the Directorates will nominate individuals from their career services, those not belonging to the Executive Career Service should be nominated to the appropriate Directorate. Nominations submitted to me should be confined to members of the Executive Career Service.



STA

Attachment: As Stated

Distribution:  
General Counsel  
Legislative Counsel  
Inspector General  
Comptroller  
Director, EEO  
A/PA/DCI  
DD/RM  
DD/CT

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78-5889

10 July 1978

MEMORANDUM FOR: Deputy Director/National Foreign Assessment  
Deputy Director for Administration  
Deputy Director for Operations  
Deputy Director for Science and Technology

FROM : B. C. Evans  
Executive Secretary

SUBJECT : Appointment of Management Advisory Group Members

1. In December 1977 the Director approved a new charter whereby MAG members will serve concurrent rather than overlapping terms. The change allows the group to get to know each other, improve group dynamics and leadership, and facilitate their development of a coherent annual program. The term of current membership expires 30 September 1978. It is requested that you appoint three members by 1 September. I will be canvassing the DCI senior staffs for an additional two members.

2. You are reminded of the following criteria for selection:

a. One participant will be selected from each of the following age brackets: 30-35; 36-40; 41-45

b. Participants should be selected from officers in Grades 12-16, preferably with none from your Directorate having the same grade.

c. Each should possess a recent pattern of Fitness Report evaluations of at least Strong and preferably Outstanding. It would be advantageous for participants to have attended the Midcareer Course or to have had some comparable experience of Agency orientation.

d. No participants will be an Executive Assistant of the DCI, DDCI, or a Deputy Director, in that these individuals have adequate opportunities to convey views to management.

e. Officers should be selected who can serve a one-year tour. The MAG meets as a body for one-half day every second week. Some additional work is required but typically is done after regular business hours.

3. For your information the current membership of MAG plans a three-day working retreat with the new membership over the weekend of 22 September.

B. C. Evans

STA

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cc: O/DCI  
O/DDCI  
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SA/DCI



AT